

<b>NUTRITION SERVICES DIVISION MANAGEMENT BULLETIN</b>		<b>No. 02-715</b>
<b>TO:</b>	Summer Food Service Program Sponsors	<b>ISSUE DATE:</b> July 2002
<b>ATTENTION:</b>	Food Service Director	
<b>SUBJECT:</b>	Reporting Requirements	
<b>REFERENCE</b>	Title 7, Code of Federal Regulations Section 225.6(d)(2)	

This Management Bulletin provides new instructions to Summer Food Service Program (SFSP) sponsors that prepare meals for their own sites (self-prep). Effective immediately, sponsors with self-prep sites are no longer required to obtain approval from the Nutrition Services Division (NSD) before increasing their Average Daily Participation (ADP). We have recently improved our claims payment procedures to allow self-prep sponsors to serve and claim additional meals, when necessary, without submitting a request for an ADP increase.

However, sponsors that purchase meals from an outside source (vended), such as a food service management company or a school food authority, must continue to obtain approval from NSD before increasing the ADP at their vended sites. Title 7, Code of Federal Regulations, Section 225.6 (d)(2)(iii) requires NSD to establish the maximum number of meals served by vended sites. The regulations also require sponsors of vended sites to obtain approval for increases in their ADP.

If you have any questions, please contact your nutrition services representative, the Field Services Unit at (916) 445-0850 or (800) 952-5609, or Melissa Garza at (916) 322-5885 or [mgarza@cde.ca.gov](mailto:mgarza@cde.ca.gov).

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